

 WorkMentor	Training of Trainers - PM3 Nantes Wed. August 29th – Fri. August 31st 2012 Host: CFPPA Jules Rieffel	  Education and Culture Leonardo da Vinci
--	---	---

WorkMentor
Programme for Training of Trainers Workshop and Partner Meeting 3

Wednesday 29th August 2012 – Friday 31st August 2012

The objectives for the training are as follows:

1. To introduce the skills of mentoring
2. To identify and evaluate the materials to be used in a work mentoring course
3. To identify how the materials will be used in each participant country
4. To identify how the materials will be piloted and evaluated

Tuesday August 28th Travel to Nantes

Arriving at Nantes airport or train station.

Mireille and Nicolas will arrange for transportation to Jules Rieffel.

See travel schedules below.




Wednesday 29th August 2012

Please note that timing the agenda is approximate. We will have to review this regularly.

- 9.00am Welcome from Mireille New people in the group, introductions.
Introduction to WorkMentor – why is it important? – Jóhannes
Introduction to External Evaluator – Sólveig Zophoníasdóttir
- 9.10am Why we need mentoring at work – Bas (25 mins)
Reference to POETE ppt (to be adapted)
- 9.45am Welcome to Gower – ice breaker
Introduction of objectives for the mentoring day
- 10.15am Break
- Delivery of mentoring - Gower
- 12.30pm Lunch
- 4.30pm Receive the materials.
(Participants are expected to bring their own copy printed out).

Visit of the school and garden

Cheese and Wine tasting - Nicolas

 WorkMentor	Training of Trainers - PM3 Nantes Wed. August 29th – Fri. August 31st 2012 Host: CFPPA Jules Rieffel	  Leonardo da Vinci
--	---	---

Thursday 30th August 2012

- 9.00am How did we come to this combination of materials? - Philip
- 9.15am What techniques are you going to use to deliver the materials to the mentors? (PTT Techniques) – Bas
- hum groups
innovative techniques
role of technology in remote mentoring
delivery to groups and one-to-one
- 10.15am Break
- 10.45am Expectations – sequencing activity – Philip (1 hour)
- 11.45am How will you get employer buy in? Charlie
a reason to be there
brainstorm
- 12.30am Lunch
- 1.30pm In country groups – to critically examine the materials –
- ⌚ Do the materials meet your expectations
 - ⌚ How you intend to deliver the materials to your employers?
- 4.30pm External Evaluation update.
- Excursion: Boat Trip. Meal in Nantes
- Sólveig will leave very early Friday morning.

Friday 31st August 2012

- 9.00am By the end of Thursday, each participant country identifies their chosen delivery scheme or alternatives
- 20 minutes presentation from each participant country
- 10.30am Break
- 11.00am Project Management – Jóhannes
- To identify the piloting arrangements and how it will be evaluated. Tanja
Interim Report. Jóhannes
Future dates – Final conference. PM4 in Finland. PM5 in Iceland.
- 12.30pm Close of the meeting
- Excursion to a wine-grower and then to Nantes (Les machines de l'île, the elephant, Queen Anne's Castle) and meal in Nantes